

DATE: November 13, 2013

TO: City Clerk

FROM: Representative Larry Romero

ADDRESS: 300 N. Campbell, District 2 TELEPHONE 915-541-4416

Please place the following item on the (Check one): CONSENT XXX REGULAR

Agenda for the Council Meeting of November 19, 2013

Appointment of Steve A. Lujan to the Museum and Cultural Affairs Advisory Board by

Item should read as follows: Representative Larry Romero, District 2.

BOARD COMMITTEE/COMMISSION APPOINTMENT/REAPPOINTMENT FORM

NAME OF BOARD/COMMITTEE/COMMISSION: Museum and Cultural Affairs Advisory Board

NOMINATED BY: Representative Larry Romero DISTRICT: Two

NAME OF APPOINTEE Steve A. Lujan
(Please verify correct spelling of name)

E-MAIL ADDRESS:

BUSINESS ADDRESS:

CITY: ST: ZIP: PHONE:

HOME ADDRESS:

CITY: El Paso ST: TX ZIP: PHONE:

DOES THE PROPOSED APPOINTEE HAVE A RELATIVE WORKING FOR THE CITY? YES: NO X

IF SO, PLEASE PROVIDE HIS OR HER NAME, CITY POSITION AND RELATIONSHIP TO THE PROPOSED APPOINTEE:

WHO WAS THE LAST PERSON TO HAVE HELD THIS POSITION BEFORE IT BECAME VACANT?

NAME OF INCUMBENT: Elia Perez

EXPIRATION DATE OF INCUMBENT: 10/01/2013

REASON PERSON IS NO LONGER IN OFFICE (CHECK ONE): TERM EXPIRED: XX
RESIGNED
REMOVED

DATE OF APPOINTMENT: 11/19/2013

TERM BEGINS ON : 10/01/2013

EXPIRATION DATE OF NEW APPOINTEE: 10/01/2017

PLEASE CHECK ONE OF THE FOLLOWING: 1st TERM: XX

2nd TERM:

UNEXPIRED TERM:

STEVE A. LUJAN

PROFESSIONAL HIGHLIGHTS

Professional Management and Sales experience with extensive history in progressive and multifaceted work environments. Proven success in the mortgage industry, products development, project management, sales and marketing. Focused leader and team player. An experienced leader, bringing enthusiasm and inspiration to a work environment, offering innovation and practical solutions.

EXPERIENCE

Fannie Mae

El Paso, Texas

Foreclosure Prevention Specialist

July 2011 - Current

- ◆ Perform and lead activities related to consumer outreach across the Country and coordinate business development activities in conjunction with other Fannie Mae business units.
- ◆ Represent the unit as an expert or resource to cross-functional project or coordinating teams within the National Servicing Organization including communication, Media Relations, non-Profit Vendor Partners and External Partners and consumers as required.
- ◆ Serve as liaison to internal customers, servicers, and other industry partners to strategize and align processes in order to prevent foreclosures and reduce Fannie Mae risk to credit loss.
- ◆ Plan and oversee development of analytical tools to monitor production, implement efficiencies, and reduce costs.
- ◆ Report to Director and senior management on the unit's production, activities, and efforts.

Envoy Mortgage Ltd.

Houston, Texas

Secondary Marketing (Product Manager / Broker Relations)

April 2010 – June 2011

- ◆ Direct responsibility for the project management and supervision of all Company Special Niche products, consisting of Mortgage Revenue Bonds, Down Payment Assistance and Mortgage Credit Certificates, totaling over 60 programs and the Company's Wholesale Broker Relations, which consist of over 15 Wholesale Lender Relationships. Take lead in the product development and roll out of each type program through proper department channels to ensure an effective and timely release of program.
- ◆ Establish, maintain, and build new business relationships with Wholesale Lenders, Government Agencies, Community groups, and other housing related partners to promote Envoy Mortgage Ltd., and market the company's products and services. Requires a high degree of interpersonal skills including tact and cooperation in order to interact at all levels.
- ◆ Serve, as primary contact providing first-rate customer service to Company production work force as well as Representing Envoy Mortgage in developing and managing the company's broker relations and affordable housing arena, by being knowledgeable and decisive with the Company products, policies & procedures.
- ◆ Developed and implemented policies and procedures aligned with the company's strategies to maximize efficiencies and productivity.

Wells Fargo Home Mortgage

Houston, Texas

Home Mortgage Consultant (HMC)

December 2009 – March 2010

- ◆ Act as assigned HMC for in house WF Bank Branches. Develop and maintain relationship with branch personnel and assist in referral based cross product participation of potential customer.
- ◆ Establish and develop builder relationship of assigned subdivisions within the City of Houston to move inventory for builder and increase revenue.
- ◆ Successfully developed and provided first-rate mortgage industry product knowledge and market trend updates to bank personnel and customers.

MCS General Construction

Fulshear, Texas

Managing Partner

May 2008 – Dec 2009

- ◆ Oversee and manage field operations and installation of CCTV (Closed Circuit Television) security systems for client, Wal-Mart.
- ◆ Work with Wal-Mart security personnel (SSPM, MAPM, & APC) & store Mgmt., to ensure security coverage is seamless during remodel installation process.
- ◆ Partner with GC (General Contractor) to schedule and work with all other sub-contractors, during remodel process to ensure safety of all personnel and customers and still meet all completion timelines.
- ◆ Managed three, four men crew across Southern Florida and various Wal-Mart locations.
- ◆ Develop relationship with partner contractor (Coliant Solutions) to increase Wal-Mart store book of business as well as develop and set standard(s) of installation by always exceeding Wal-Mart timelines and expectations, thus saving thousands.

Priority Home Mortgage

Houston, Texas

Sr. Lending Loan Officer

July 2007 – April 2008

- ◆ Developed and managed long-term business relationships with our Builder partners, to assist in creating a streamlined process to homeownership with their customer, while creating volume, moving inventory, and at the same time establishing myself and organization, as their premier lender and Sr. loan officer.
- ◆ Market products, services, and industry knowledge in a broad geographic territory to, not only, assist my builder with the tools and the knowledge necessary to move more inventory, but more importantly, to help the home buyer become a home owner and maintain home ownership.
- ◆ Quickly established myself as the preferred partner by the Home builder and grew my business from 2 Sub-divisions to managing 6 Sub-divisions.

New Century Capital Corporation (Parent Co. of Home123 Mortgage Corp)

Houston, Texas

Secondary Marketing Manager – Product Scenario Desk

Dec. 2005 – May 2007

- ◆ Manage the Product Scenario desk for a \$6 Billion a month mortgage company, consisting of a staff of 10. The main focus of the product scenario desk was to increase volume via risk assessment and management of our products. The Desk maintained a product exception rating of about 81% Companywide. That 81% of exception approval resulted in income to the company bottom line, from loans that would otherwise have been lost to our competitors.
- ◆ The product scenario's desk 2nd largest function was to assist production with regard to product questions and assuring that the company stayed at the forefront of market trends (products / rates / competition / etc.), industry changes (policy / regulation / news / etc.), as well as company policy and product updates and changes.
- ◆ Coordinated product roll out with Secondary and production as well as conducted product training to production.

Home 123 Mortgage Corp. (f/k/a – RBC Mortgage, f/k/a – Sterling Capital Mortgage)

Houston, Texas

Secondary Marketing Manager - Mortgage Revenue Bonds

Oct. 2002 – Dec. 2005

- ◆ Responsible for the project management and supervision of over 40 mortgage revenue bonds and special niche programs. Take lead in the project and risk management of a \$300 Million pipeline from inception, implementation, and daily management, through expiration, to determine the feasibility and cost effectiveness of the programs.
- ◆ Establish, maintain, and build new business relationships with government agencies, community groups, and other housing related partners to promote Sterling Capital in the affordable housing arena and market the company's products and services. Requires a high degree of interpersonal skills including tact and cooperation in order to interact at all levels.
- ◆ Serve, as primary contact providing first-rate customer service to our entire production work force, by being knowledgeable and decisive with the MRB and special niche programs and policies.
- ◆ Developed and implemented policies and procedures aligned with the company's strategies to maximize efficiencies and productivity.

Irwin Mortgage Corporation

Houston, Texas

Loan Officer

July 2001 - Oct 2002

- ◆ Marketed products and services in a broad geographic territory through experienced use of sales calls, telemarketing, and written correspondence. All quarterly and annual volume goals were met or exceeded.
- ◆ Developed and managed long-term business relationships with many realtors, builders, and local government agencies to establish myself as their premier loan officer.
- ◆ Successfully developed and provided first-rate mortgage industry product knowledge to service and deliver the American dream of home ownership, to a wider client base and borrower.

ePropertyTax

Scottsdale, Arizona

National Account Manager

June 2000 - July 2001

- ◆ Developed and executed pricing strategies to determine products pricing model, hence establishing sales goals and projected revenues for company.
- ◆ Establish, develop, and maintain a client base with a national presence. Negotiated product and service contracts based on clients need of service, support, and product. Applied sound judgment in establishing and maintaining effective external business relationships, resulting in long-term business and mission value to the company.
- ◆ Presented sales presentations to executive and senior-level management on reporting capability of product, as well as trained operational staff on practical day to day use.
- ◆ Exhibited excellent communication skills dealing with senior management, line level employees, and customer.

Security Capital

El Paso, Texas

Property Tax Manager

April 1998 – June 2000

- ◆ Marketed and successfully negotiated property tax services to several key clients, managing well over 400 properties in our database.
- ◆ Created and implemented the property tax department policies and procedures manual which brought structure, responsibility, and accountability to the department.
- ◆ Responsible for successfully reducing client's annual property tax liability by over 30% through skillful and prudent negotiation with the County Tax Assessor. Performed due diligence of property portfolio and reported budgets and accrual reports to senior management.
- ◆ Successfully managed property tax compliance related issues as well as met all timelines for payment of taxes.

Price Waterhouse LLP

Dallas, Texas

Property Tax Consultant

Feb. 1995 - March 1998

- ◆ Managed several large clients' property portfolios and handled all property tax functions and responsibilities for over a hundred properties throughout the US.
- ◆ Diligently and successfully performed compliance work, filed tax returns timely, reviewed property tax values, and approved property tax bills for payment. Had a 100% success rate in meeting tax return deadlines.
- ◆ Appealed and represented client properties during taxing jurisdictions value review period and successfully reduced client tax liability by over 35%.

Dallas Central Appraisal District

Dallas, Texas

Commercial and Personal Property Appraiser

July 29, 1991 - Feb. 1995

- ◆ Value Commercial Real Estate and company personal property for property tax purposes, using several detailed-oriented appraisal techniques.
- ◆ Worked with Tax Payers and Consultants on establishing fair and equitable property tax values.
- ◆ Managed all the taxable real estate and business accounts within a specific region of the DFW market.

Self-Employed

Houston, TX

Real Estate Investor / Consultant

December 2002 – December 2004

- ◆ Negotiate the purchase of foreclosed and deteriorated homes, to rehabilitate and provide housing for the non-traditional qualified borrower to obtain homeownership.
- ◆ Acquire and manage rental property to provide housing for those borrowers with marginal or no credit, to assist them in establishing credit and eventually homeownership.
- ◆ Own, managed, and operated 8 Unit Apartment Complex.

EDUCATION

University of Texas at El Paso, 1991
Bilingual – Spanish

Bachelor of Business Degree in Finance